

(1) *Classification authority.* (i) The authority for classification shall be shown as follows:

CLASSIFIED BY (description of source document on classification guide).

(ii) If a document is classified on the basis of more than one source document or classification guide, the authority for classification shall be shown as follows:

CLASSIFIED BY MULTIPLE SOURCES

In these cases the derivative classifier shall maintain the identification of each source with the file or record copy of the derivatively classified document. A document derivatively classified on the basis of a source document that is marked "CLASSIFIED BY MULTIPLE SOURCES" shall cite the source document in its "CLASSIFIED BY" line rather than the term "MULTIPLE SOURCES."

(2) Declassification and downgrading instructions. Dates or events for automatic declassification or downgrading, or the notation "ORIGINATING AGENCY'S DETERMINATION REQUIRED" to indicate that the document is not to be declassified automatically, shall be carried forward from the source document, or as directed by a classification guide, and shown on a "DECLASSIFY ON" line as follows:

DECLASSIFY ON (date; description of event) or ORIGINATING AGENCY'S DETERMINATION REQUIRED (OADR)

(3) Any additional markings or abbreviations described in paragraphs (b) through (m) of § 60.8 of this part appearing on the source material shall be carried forward to the new material when appropriate.

#### **§ 60.6 Requirements for classification guides.**

(a) Classification guides used to direct derivative classification and issued pursuant to Section 2.2 of Executive Order 12356 and § 60.5 of this part shall, at a minimum:

(1) Identify or categorize the elements of information to be protected;

(2) State which of the classification designations (i.e., Top Secret, Secret, or Confidential) applies to each element or category of the information;

(3) Prescribe declassification instructions for each element or category of information in terms of:

(i) A period of time,

(ii) The occurrence of an event, or

(iii) A notation that the information shall not be declassified automatically without the approval of the originating agency; and

(4) Indicate how the designation, time limits, markings, and other requirements of Executive Order 12356 and this part are to be applied.

(b) Each classification guide shall be kept current and shall be reviewed at least once every two years and updated as necessary. The Office of Executive Administration shall compile and maintain a list of classification guides in current use.

(c) Each guide shall be approved personally and in writing by the Director, Office of Executive Administration.

(d) The Deputy Administrator may, for good cause, grant and revoke waivers of the requirement to prepare classification guides for specified classes of documents or information. A decision to waive the requirement should be based, at minimum, on an evaluation of the following factors:

(1) The ability to segregate and describe the elements of information;

(2) The practicality of producing or disseminating the guide because of the nature of the information;

(3) The anticipated usage of the guide as a basis for derivative classification; and

(4) The availability of alternative sources for derivatively classifying the information in a uniform manner. The Director of the Information Security Oversight Office shall be notified of any waivers.

[53 FR 7894, Mar. 11, 1988, as amended at 56 FR 59882, Nov. 26, 1991]

#### **§ 60.7 Duration of classification.**

(a) Information shall be classified as long as required by national security considerations. When it can be determined, a specific date or event for declassification shall be set by the original classification authority at the time the information is originally classified.

(b) Automatic declassification determinations under predecessor orders